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Item 11 of the provisional agenda

IMPLEMENTATION OF THE RECOMMENDATIONS OF THE EXTERNAL AUDITOR FOR THE FINANCIAL PERIOD 1988-1989

Action taken with regard to the manual of administrative policies and procedures of the Organization

Report by the Director-General

1. At its fourth session, the General Conference, recalling Industrial Development Board decision IDB.8/Dec.30 and taking note of the report of the Director-General on action taken with regard to observations of the External Auditor (GC.4/43), requested the Director-General to finalize, as soon as possible, preferably before the eighth session of the Programme and Budget Committee in 1992, the compilation of a comprehensive manual containing the formal documentation of administrative policies and procedures of the Organization, especially on purchases and contracts (resolution GC.4/Res.24).

2. The first draft of the manual governing the activities of the Purchase and Contracts Sections has now been completed. It is expected that, after review by the External Auditor, the final version will be ready by the end of 1992. The new manual of policies and procedures governing the operations of the UNIDO Inventory Control and Property Management Unit is under preparation and will complement the manual on purchases and contracts.

ACTION REQUIRED OF THE COMMITTEE

3. The Committee may wish to take note of the present report.

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